

**Virginia Beach Area LHRC  
February 18, 2011  
Minutes**

**LHRC COMMITTEE MEMBERS PRESENT:**

Shauna Robey  
Mary Meagher, Chair  
Linda (Trink) Dahl-Prince

**OTHERS PRESENT & AFFILIATE NAMES:**

Reginald Daye – DBHDS, Regional Human Rights Advocate  
Robin Haverty – Hope House Foundation  
Susan Henderson- Hope House Foundation  
Pamela Little – Community Alternatives, Inc.  
Cheryl Davis – Eastern Shore CSB  
Melissa Mason – Chesapeake CSB  
Shareem Owens – Eagles Nest LLC  
Michael Burke – Burke Family Care LLC  
Jane Sinnott – Virginia Beach Department of Human Services  
Dee Keenan – Virginia Beach Department of Human Services  
Crystal Ferrara – Virginia Beach Department of Human Services

**Called to Order**

The meeting was called to order at 9:00 am.

**Adoption of Agenda**

**Approval of Minutes**

Corrections:

Regional Advocate's Update: Waiting for permission to be granted to fill the other advocate position.

Eastern Shore CSB – New location for outpatient services request permanent affiliation.  
Virginia Beach CSB- requested continued 90-day temporary affiliation of the Infant Case Management Program

**Old Business**

- Eastern Shore CSB – review continued temporary affiliation for outpatient services; still waiting licensure response.
- Virginia Beach CSB– requested permanent affiliation of the Virginia Beach Infant Case Management Program. Received license. The motion to grant the permanent affiliation was approved.

- Chesapeake CSB – requested permanent affiliation of the Therapeutic Day Treatment Program; they received full renewal of their license for one year for the day program. The motion to grant permanent affiliation was approved.
- Burke Family Care –request for permanent affiliation for Day program. License received. The motion to grant the permanent affiliation was approved.
- Eastern Shore CSB – update for Clubhouse rule #22; rule is working out well.
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### **New Business**

- Eastern Shore CSB – requested to add Clubhouse rule #22 which designates smoking hours at 10:30, 11:30, 12:30, and 1:45. The motion to add Clubhouse rule #22 was granted.
- Burke Family Care – requested permanent affiliation as he received his license. The motion to grant permanent affiliation was granted.
- VBDHS- request for approval of new Behavior Support Plan for DHS client. . Quarterly update on variance requested Spring 09. Approval received from SHRC in October 09. Recovery Center variance to restrict calls and visits for 1<sup>st</sup> 5 days. No complaints; working well.
- Number of members – Motion to keep number of members at 5 granted. Subcommittee delegated.
- Number of meetings- Motion to keep quarterly meetings granted.
- Funds in treasury account- affiliates voted to keep funds in account for purposes of mileage reimbursement and refreshments for meetings.
- Meeting minutes- affiliates voted to keep responsibilities of meeting minutes in alphabetical rotation.

### **Provider Reports**

- Eastern Shore CSB – 0 incidents
- Virginia Beach DHS – 2 neglect- both founded; 2 abuse- both unsubstantiated; 0 exploitation; 20 serious injury- 2 medical/accidental, 18 other; 11 deaths- 10 natural, 1 other; 7 complaints- 1 founded, 5 unfounded, 1 not substantiated
- Hope House Foundation – 6 incidents of abuse- 3 founded, 3 unfounded, 5 peer to peer abuse- all unfounded, 8 serious injury- 7 medical/accidental, 1 other
- Burke Family Care LLC – 0 incidents
- Community Alternatives Inc. – 3 staff to consumer abuse allegations -1 founded, 2 unfounded; 8 neglect- 1 med error, 2 peer to peer, 5 others- 1 founded, 7 unfounded
- Chesapeake CSB – 0 abuse, 3 serious injury- 1 medical/accidental, 2 other; 4 death- natural causes, 1 formal complaint-1 unfounded
- Eagles Nest – 0 incidents

### **Regional Advocate's Update**

Bylaws replace affiliation agreement. Directors will need to review and sign documents. Any changes to bylaws will be submitted to Human Rights for April meeting. Committee does not have sanction to fire member; however, if found not in compliance with documents, member will be cited. Licensure will not allow expansion of services without affiliation. Submission of annual report is now required by Jan 15<sup>th</sup> of each year, report runs January 1<sup>st</sup>- December 31<sup>st</sup>. Summary of all things recorded in year's time. Submit added service to licensing, email Margaret Walsh accepting verification for adding/expanding services. Send copy of verification approval letter, program rules and services, policies and procedures, and cover letter requesting affiliation to all members and R. Daye at the same time. There is a two week time limit to get expansion/services/policies on agenda. Information should not be emailed as it is not protected. This may lead to HIPAA violations and fines will be enforced. However, it may be faxed because it goes directly to the office. Reports concerning serious injury reports should go directly to licensing unless there has been a policy violation. Initial reports, modifications or any other information should be mailed to the committee two weeks in advance. Minutes and meeting schedules are posted on the state website. Information must be sent to Margaret Walsh, State Rights Director, by Wednesday following LHRC meeting in order to be posted.

### **Public Comment**

### **Treasurer's Report**

As of 2/15/10 the balance of the Virginia Beach LHRC budget is 3,429.10.

### **Next Meeting:**

May 20, 2011 9:00 am

### **Closed Session (VA Code 2.2-3711A)**

According to section VA Code 2.2-3711A of the Virginia Code, the Committee vote to go into closed session for the purpose of reviewing abuse, complaints, serious injuries, deaths, and behavior plans for the following providers: Eastern Shore CSB, Hope House Foundation, Community Alternatives, Inc., Virginia Beach DHS, and Chesapeake CSB. The LHRC voted to come out of closed session.

Each committee member certified that only information lawfully exempted from public disclosures was discussed while in closed session namely to review the above noted.